

June 24, 2011

To: Executive Board

Subject: **Foothill Transit Environmental Policy**

Recommendation

Adopt Foothill Transit's Environmental Policy.

Analysis

Foothill Transit was accepted into the 2011 Federal Transit Administration (FTA) Environmental and Sustainability Management Systems (ESMS) program for transit agencies. An ESMS is a comprehensive set of procedures, based on an adopted environmental policy that manages an organization's environmental impacts in a strategic and documented manner. An agency's ESMS serves as a tool for improving environmental performance through the formulation of an environmental policy, the identification of the agency's significant environmental impacts, and subsequently, the recognition of environmental objectives and targets related to the significant aspects identified. An ESMS affects every aspect of an agency's current and potential operations and thus offers environmental benefits such as energy conservation, water efficiency, emissions reductions, and recycling. Organizations with an ESMS program report cost savings over time.

Throughout the two-year implementation program, the FTA will partner with Virginia Polytechnic Institute and State University (Virginia Tech) to aid Foothill Transit in the development and implementation of an ESMS, first at the Arcadia operations and maintenance facility, using the International Organization for Standardization (ISO) 14001 standards. Eventually this program will be expanded to Foothill Transit's Pomona operations and maintenance facility.

Foothill Transit ESMS team members have already attended two of four training workshops and seek to obtain ISO 14001 certification for the Foothill Transit ESMS program upon its full implementation.

A board-adopted agency Environmental Policy is required as part of Foothill Transit's implementation of the FTA-supported ESMS program and demonstrates our leadership in our environmental efforts. The Environmental Policy serves as written communication of Foothill Transit's commitment to the protection of the environment and to the prevention of pollution. The policy also provides a framework for documenting, implementing, and maintaining a formal ESMS.

Upon adoption, the policy will be put into place and communicated to the public immediately, per requirements of the ISO 14001 standard. The policy will be used to address planning, operations and maintenance, and management-related



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environmental impacts. Foothill Transit's proposed Environmental Policy is included as **Attachment A**.

Budget Impact

The training workshops, on-site technical support visits, resources, and consultation from FTA and Virginia Tech necessary to implement this program do not impact Foothill Transit's budget; however, travel and accommodation costs for workshop participation in Virginia are included in the approved FY 2012 budget.

Sincerely,

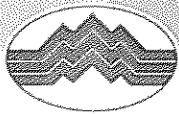
A handwritten signature in black ink, appearing to read "Lauren Cochran".

Lauren Cochran
Sustainability Manager

A handwritten signature in black ink, appearing to read "Doran J. Barnes".

Doran J. Barnes
Executive Director

Attachment



Foothill Transit
WE DRIVE

Member Cities
Arcadia, Azusa, Baldwin Park, Bradbury, Claremont, Covina, Diamond Bar, Duarte,
El Monte, Glendora, Industry, Irwindale, La Puente, La Verne, Monrovia,
Pasadena, Pomona, San Dimas, South El Monte, Temple City,
Walnut, West Covina and Los Angeles County

A Public Agency

Environmental and Sustainability Management System (ESMS)

Environmental Policy

The mission of Foothill Transit to be the premier public transit provider committed to safety, courtesy, quality, responsiveness, efficiency, and innovation. The protection of the environment is one of Foothill Transit's most important responsibilities as we accomplish our mission.

As such, the Foothill Transit Environmental Policy serves as written communication of Foothill Transit's intent to implement sustainable, innovative solutions that measure and improve our environmental performance through a formal Environmental and Sustainability Management System (ESMS).

Through this policy Foothill Transit commits to:

- Environmental protection and sustainability in the planning stages of new programs, construction, and in all work conducted at Foothill Transit.
- Compliance with applicable local, state, and federal regulations and policies, supported by regularly-scheduled internal review.
- Minimization of significant environmental impacts identified in the ESMS by establishing environmental and sustainability objectives, targets, and programs.
- Evaluation of the effectiveness of Foothill Transit's environmental performance through the periodic review of Foothill Transit's ESMS to ensure that established objectives, targets, and programs are met.
- Provide necessary education and tools to all Foothill Transit staff and those working on Foothill Transit's behalf in order to successfully carry out this policy in their daily responsibilities and work functions.
- Strive for continued overall improvements in environmental consciousness and prevention of pollution.

The Foothill Transit environmental policy will be communicated annually to all Foothill Transit team members and those working on Foothill Transit's behalf, including all contractors and vendors, and will be made available to the public via Foothill Transit's website. In order to fulfill the commitments made in this policy, all Foothill Transit team members and those working on Foothill Transit's behalf are responsible for incorporating this policy into their plans and work.